

PANDIT DWARKA PRASAD MISHRA  
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY,  
DESIGN & MANUFACTURING JABALPUR

Minutes of 2010/3<sup>rd</sup> Meeting of Building & Works Committee of PDPM Indian Institute of Information Technology, Design & Manufacturing Jabalpur held on November 27, 2010 at 12.00 Hours in Conference Hall of the Institute.

**Members Present:**

- |     |   |   |
|-----|---|---|
| 1.  | Prof. Aparajita Ojha<br>Director, PDPM-IIITDM Jabalpur                          | Chairperson   |
| 2.  | Prof. Puneet Tandon<br>Dean, Planning and Development<br>(PDPM-IIITDM Jabalpur) | Member  |
| 3.  | Shri D K Pandey, SE, MPPKVV Co Ltd  | (Nominee of Shri Pankaj<br>Kshatriya, SE, MPPKVV Co<br>Ltd.) Member |
| 4.  | Shri J. P Singh, AE, CPWD   | (Nominee of Shri A. Verma,<br>SE, CPWD) Member                      |
| 5.  | Shri AP Singh, CE (CZ), CPWD, Bhopal.   | Special Invitee   |
| 6.  | Shri Gyanendra Singh<br>(Divisional Manager, MPRD Corp. Jabalpur)               | Special Invitee   |
| 7.  | Dr. Prabir Mukhopadhyay<br>(PDPM-IIITDM Jabalpur)                               | Special Invitee   |
| 8.  | Dr. Dinesh Vishwakarma,<br>(PDPM-IIITDM Jabalpur)                               | Special Invitee   |
| 9.  | Dr. Atul Gupta<br>(PDPM-IIITDM Jabalpur)  | Special Invitee   |
| 10. | Shri V K Dubey<br>(PDPM-IIITDM Jabalpur)  | Institute Engineer  |
| 11. | Shri R.P. Dwivedi, Dy Registrar   | Secretary   |

*A. Mishra*  
→

**B&WC/2010:03:01**

**Opening Remarks by the Chairperson, B&WC**

Chairperson and the Director of the Institute Prof. Aparajita Ojha welcomed all the members. Then the Chairperson introduced the nominees of the members and special invitees with the other members of the Committee.

**B&WC/2010:03:02**

**Confirmation of Minutes of 2010/2<sup>nd</sup> meeting of the Building & Works Committee held on 24 July, 2010.**

Minutes of the 2010/2<sup>nd</sup> meeting of B&WC held on July 24, 2010 were confirmed.

**B&WC/2010:03:03**

**To consider the Preliminary Estimate for the work of Construction of PG Hostel at PDPM-IITDM**

The B&WC discussed at length the concept drawings, design, specification and Preliminary Estimate of the above construction work. The immediate requirement of separate Hostel for single/married PG students due to continuous increase in their strength was also taken into consideration. The CE(CZ), CPWD informed that checking of the PE would take some more time as the electrical domain in the estimate would get vetted from the CE( Electrical) West Zone Mumbai. However, presently a provisional recommendation could be made for an amount of PE prepared by the consultant with additional provision of 4% for Service Tax, 1% for Labour cess & 1% for Quality Assurance (i.e total 6% extra).

After discussions the B&WC approved the preliminary estimate for a provisional amount of ₹3268 Lacs(Rupees Three thousand two hundred sixty eight lacs only) ( Amount of PE forwarded by the consultant ₹ 3097 lacs - 6% on ₹ 2854 lacs i.e ₹ 171 lacs) including 22% cost index,4% service tax, 1% Labour cess, 1% quality assurance, 5% architect fee and 3% contingencies subject to vetting from CPWD.

**The Committee recommended to the Finance Committee to consider the above proposal for onward recommendation to the BOG for Administrative Approval and Financial Sanction.**

**B&WC/2010:03:04**

**To consider the Preliminary Estimate for the work of Construction of Library cum Computer Center**

The B&WC discussed the modified drawings, design, specification and modified Preliminary Estimate of the above construction work forwarded by the consultant.

The committee had shown its satisfaction on reduction of plinth area by reducing the circulation area in the modified drawings as compared to the previously forwarded drawings. The modified division of spaces on different floors for Library and Computer Center was also appreciated.

The CE(CZ), CPWD informed that checking of the PE would take some more time as the electrical domain in the estimate would get vetted from the CE( Electrical) West Zone Mumbai. However, presently, a provisional recommendation could be made for an amount of PE prepared by the consultant with additional provision of 4% for Service Tax as the same was not taken into account in the submitted estimate.

*Signature*

After discussions, the B&WC approved the Preliminary Estimate for a provisional amount of ₹2186 Lacs(Rupees Two thousand one hundred eighty six lacs only) (Amount of PE forwarded by the consultant ₹ 2107 lacs - 4% on ₹ 1969 lacs i.e ₹ 79 lacs). including 22% cost index, 4% Service Tax, 1% Labour Cess, 1% Quality Assurance, 5% Architect Fee and 3% contingencies subject to the vetting from CPWD.

**The Committee recommended to the Finance Committee to consider the above proposal for onward recommendation to the BOG for Administrative Approval and Financial Sanction.**

**B&WC/2010:03:05**

**To consider the Preliminary cum Detailed Estimate for the Work of Construction of Basket Ball Court (indoor) Complex**

The members deliberated the immediate requirement of additional space for the Institute. The current and ultimate use of the proposed hall was also discussed. It was informed by the consultant that certain modification had been made in the estimate against the suggestions received from the SE, CPWD so as to make the hall functional immediately after its construction. The vetted estimate by the CPWD for an amount of ₹ 230 lacs (Rupees Two hundred thirty lacs only) was discussed in detail. It was clarified by the member from the CPWD that the difference in amount of estimate forwarded by the consultant and that of the vetted estimate is because of the reason of taking into account the 4% for Service Tax, 1% for Labour Cess & 1% for quality assurance and omitting 1.5% of project management.

After discussions, the Committee approved the Preliminary cum Detailed Estimate amounting to ₹ 230 lacs( Rupees Two thirty lacs only) including 22% cost index, 4% Service Tax, 1% Labour Cess, 1% Quality Assurance, 3% Contingencies and 5% Architect fee as vetted by the CPWD.

**The Committee recommended to the Finance Committee to consider the above proposal for onward recommendation to the BOG for Administrative Approval and Financial Sanction.**

**B&WC/2010:03:06**

**To consider the Revised Preliminary Estimates (RPE) for the work of Construction of Hall of Residence I**

The Revised Preliminary Estimates (RPE) for the work discussed at length. Some of the members pointed out that it would have been better if the RPE were prepared considering the actual expenditure incurred in the work. It had been clarified that in that case the final payment to the construction agencies would be delayed because of non availability of the A/A & E/S. Hence the instant RPE had got prepared in view to have expenditure sanction well in advance for making final payments to the construction agencies. It was also clarified that the RPE had been prepared considering the provision of approved cost index as on 1.10.2007 i.e a period well within the actual time period allocated for the work (i.e 18.03.2007 to 18.01.2008). After discussions the committee approved the Revised Preliminary Estimate for an amount of ₹ 1473 lacs (Rupees one thousand four hundred seventy three lacs only) against the Preliminary Estimate amount of ₹ 1192.

*[Handwritten Signature]*

**The Committee recommended to the Finance Committee to consider the above proposal for onward recommendation to the BOG for Administrative Approval and Financial Sanction.**

**B&WC/2010:03:07                      To consider the matter related to release of Security Deposit against the Bank guarantee for the work of C/o Triple Seated Hall of Residence 1**

The committee deliberated on the letter received from the CE(CZ). CPWD Bhopal in the related subject matter. The CE(CZ) CPWD pointed out that although as per clause 1(a) of "General conditions of contract CPWD 2008", the security deposit could be released in lieu of bank guarantee but it would be necessary for the contract under consideration that the "General conditions of contract CPWD 2008" would be the part of agreement of the work. It had been clarified that the "General conditions of contract CPWD 2008" was the part of agreement in the work under issue. The committee agreed to approve the matter of release of security deposit against bank guarantee. Further in accordance with suggestions of the CE(CZ) Bhopal the committee made the following recommendations:

- 1) The bank guarantee provided by the agency should have validity upto a period as specified in the agreement as the maintenance period after actual date of completion.
- 2) The confirmation of Bank Guarantee should be acquired from the issuing bank of bank guarantee before releasing the amount of Security Deposit.

**B&WC/2010:03:07A                      To consider the Preliminary Estimate for the work of Construction of Student Activity Centre (Phase I)**

The committee discussed at length the PE and Preliminary drawings for the work, provided by the consultant. The CE(CZ) CPWD informed that the PE forwarded by the consultant could not be checked because of non availability of clear dimensions on the drawings and non availability of analysis of rates for market rated items. Shri Anirudh Datta, the representative from the consultant M/s Datta & Datta Associates assured to make available the same immediately after the meeting. The CE(CZ) reiterated the need of 4% service tax in preliminary estimates.

The committee deliberated on the PE and approved the same for a provisional amount for ₹ 1129 lacs (Rupees one thousand one hundred twenty nine lacs only) (PE amount (corrected) ₹ 1088 lacs - 4% service tax on ₹ 1014 lacs i.e 41 lacs) including 22% cost index, 4% Service tax, 1% labour cess, 1% for quality assurance, 3% contingencies and 5% Architect fee. subject to vetting by CPWD.

**The Committee recommended to the Finance Committee to consider the above proposal for onward recommendation to the BOG for Administrative Approval and Financial Sanction.**

*Handwritten signature*

**B&WC/2010:03:08**      **Any Other item with the permission of chair-** The following items were considered by the committee with the permission of the chair.

**1.      B&WC/2010:03:08A      To take up the works upto ₹ 40 lacs at Institute level-**

The committee deliberated the need of taking up the construction works upto ₹40 lacs (Rupees Forty lacs only) at Institute level. It was informed to the members that there is a dire need of lab space, Lecture Halls, Library, Faculty offices etc. as the number of students and faculty are increasing. Due to procedural delays or some of the unforeseen reasons large constructions will take their own course of time. However, the growing demand of students and faculty cannot be overlooked.

In view of the above, it was proposed to initiate small construction works upto the amount of ₹ 40/- lacs (Rupees forty lacs only) at the Institute level following the CPWD manual/ norms. The CE(CZ) CPWD provided its consent to give a NO objection certificate from CPWD for taking up such works at the Institute level.

**Based on the consent of CE(CZ) Bhopal the Committee recommended to the Finance Committee to consider the above proposal for onwards recommendations to the BOG for final approval.**

**2.      B&WC/2010:03:08B      To consider the Preliminary cum Detailed Estimate for the work of External Sewerage System( Phase I)**

The committee discussed at length the concept drawings and Preliminary cum Detailed Estimate provided by the consultant for the above work. The immediate need of sewerage system for treatment of sewerage of the existing buildings in the Institute premises had also been deliberated. In view of urgent need of sewerage system, the CE(CZ) advised to accept the Preliminary cum Detailed Estimate amounting to ₹ 114.7 lacs (Rupees one hundred fourteen point seven lacs only) as provided by the consultant.

After discussions, the committee approved the Preliminary cum Detailed Estimate and concept drawings for the work for a provisional amount of ₹ 118.8 lacs ( Rupees one hundred eighteen point eight lacs only) ( Preliminary cum Detailed Estimate 114.8 – ser tax 4% on ₹ 104 lacs)

**The Committee recommended to the Finance Committee to consider the above proposal for onward recommendation to the BOG for Administrative Approval and Financial Sanction.**

**3.      B&WC/2010:03:08C      To consider the estimate for a Project Team Office of the CPWD at Jabalpur**

The CE(CZ). CPWD Bhopal informed that a proposal to establish a Division office of CPWD at Jabalpur had been forwarded to the DG(works) CPWD, in view to expedite the progress of works of the Institute and it had been suggested by the DG, CPWD that a project team could be created at PDPM-IIITDM Jabalpur by getting sanction from the client for the cost of the team. An estimate amounting to ₹ 227.30 lacs (Rupees Two hundred twenty seven point three lacs only)( including 3% contingencies) for probable cost of project team

*Signature*